



APPROVED

KITTERY PORT AUTHORITY

October 3, 2013 Meeting Minutes

Council Chambers, Town Hall

Members Present: Bob Melanson, Chairman, Tom Smith, Barry Bush, Ray Grenier, Steve Lawrence, Kelly Philbrook, Dan Arbo (6:40 p.m.)

Members Absent:

Staff: Harbormaster Mike Blake

The meeting of October 3, 2013 was called to order at 6:00 p.m.

1. Pledge of Allegiance

2. Minutes

Mr. Bush moved to approve as amended

Mr. Smith seconded

Unanimous

3. Public Segment

Milton Hall:

- Asked about moorings in the Isle of Shoals, and noted there may be room for two moorings, but there is no place for recreational users to go once moored, so the moorings should be used for commercial vessels over recreational vessels, which is preferred by the ACOE.
- In the KPA Rules and Regulations, the mooring renewal dates conflict. Mr. Blake noted the mooring renewal date is April 15 with the wait list date March 15. This can be corrected.

Mr. Melanson acknowledged Tom Allen's recent catch of a 912 pound tuna.

4. Budget Report – September 30, 2013

Year to date Operating Income & Expense- Mike Blake

- Mr. Blake noted the repair expense for the wash out at Government Street pier has not been included in the most recent budget report.
- Revenue to date is \$7,621. Revenue listed as 'Harbormaster' includes fees taken in at Traip, and transient and launch fees. Revenue by name is mooring or wait list fees.
- Expenses are slightly ahead of budget at 38%. Mr. Blake noted most expenses occur during the summer, so the budget will be back on track once labor is complete around October 16.

5. Harbormaster Report- Mike Blake

- Attendance at the Shore and Harbor Master Planning committee to focus in on Kittery water side assets.
- A semi submerged boat was pumped with the Harbormaster boat and pump, with the help of Dick Draper's son.
- There has been a new computer installed in the Harbormaster office as the laptop hard drive was failing and could not be replaced. All information has been transferred to the new computer, and it is now part of the municipal IT system, including data backup and repair capabilities.
- The Pier at Pepperrell Cove is being repainted and should be completed by the end of October.
- A 25-foot walk around sunk in the early morning hours of September 30, and raised by Pepperrell Cove Marine. There was no environmental discharge damage associated with this event. A witness stated the boat was fine at 8:00 p.m. the prior evening.

- With assistance from Kittery Public Works and Bob Burke, the last old float on the shore at Traip Cove has been removed and hauled to the dump.
 - A new pulley and hoisting line has been replaced, and the raw water wash down at the Government Street Pier completed.
 - The Department of Labor report to reduce the Town's liability has been completed. The noted infractions did not contribute to the fines, but they have been repaired as part of a whole department approach to take corrective actions.
 - The KPA Annual Report has been submitted to the interim Town Manager.
 - Two moorings in Pepperrell Cove have been removed to reduce the possibility of them coming into contact with one another.
6. Marinas Piers and Floats;
No items to review
7. Projects:
- BIG Recap
The October 7 workshop with the Council and MDOT has been postponed, and has been rescheduled to October 23, according to Mr. Hall.
 - Comprehensive Harbor Plan
A grant facilitated by Maryann Conroy engaged Wright Pierce Engineers to help develop an updated version of the Comprehensive Harbor Plan. A workshop with the Council, Planning Board and Comprehensive Plan Committees is scheduled for November 7. The workshop will be held following the regularly scheduled KPA meeting, which will adjourn after 30-45 minutes.
 - Rice Ave – This will be part of Comprehensive Harbor Plan discussion.
 - Dredge Project
At the NH Dredge Team meeting, it appears the turning basin project is going forward. There are ongoing discussions with the KPA, ACOE and the Wood Island Life Saving Association. The project manager stated they are looking to Kittery to use this material as a cost savings for wave attenuation off Fishing and Gooseberry Islands. The movement of 20,000 cubic yards of blasted material at \$20 per yard would be paid for by the ACOE. There is a Harbor Planning Grant available requiring a match of 25%. The KPA is requesting Council support for the grant application, and an in-kind match provided by the offices of the KPA, Planning and Public Works. Kittery has opted to forego acceptance of dredge sands, which will go to Wells, Salisbury and other locations. The Howell families appear to be in favor of this activity, as it would occur within their riparian rights.
 - The ACOE has provided a Harbor Information form for completion regarding possible dredging of Pepperrell Cove. This needs to be in Waltham by early November.
8. Frisbee Plaque Ceremony- Kelly Philbrook and Mike Blake
- Following communications with the Frisbee family by Kelly Philbrook, the Frisbee plaque has been mounted. The expenses are \$340 for the plaque and \$400 for a new mounting stone. Mr. Blake stated the KPA will pay for the plaque and suggests asking the town to pay for the stone. The Authority needs to decide where it will be placed and when it will be dedicated. Ms. Philbrook and Mr. Blake will work with Frank Frisbee to determine a location for the stone and determine a date for a dedication ceremony. DPW could pick up the stone and install at the selected site. Mr. Melanson stated KPA will pay for the stone and work with Finance for possible re-distribution of costs.
 - Mr. Blake noted they have received an overage payment of \$7,000 from Riverside Pickering and will be placed in a yet to be determined account.

10. Board Members – New & Old Business

- Mr. Smith recommended making plans to replace the existing building and to provide dinghy storage for moorings at Rice Avenue. Discussion followed concerning the ROW, and Mr. Smith will contact the Town Attorney regarding the ROW at Rice Avenue.
- Mr. Bush noted the ACOE is now requiring elimination of all moorings except Helico anchors with bungee cords because of the eel grass issue.
- Mr. Melanson asked Mr. Blake that a report from the mooring subcommittee be prepared for the next KPA meeting.
- Mr. Melanson noted further meetings are needed with the Waterway Guides representative.
- Mr. Lawrence noted his appreciation for the repair of the hoist at the Town dock. He noted Pirate Days was a success and proceeds go to the Make a Wish Foundation. He suggested the lobster fishermen be included in the ACOE report. Discussion followed regarding commercial moorings in Maine and NH waters.

11. Adjourn

Mr. Bush moved to adjourn

Mr. Smith seconded

Motion carried unanimously by all members present

The KPA meeting of October 3, 2013 adjourned at 6:50 p.m.

Submitted by Jan Fisk, October 29, 2013